

# **DOOR COUNTY CLERK OF CIRCUIT COURT**



**2006  
ANNUAL REPORT**

To the Honorable Chairman and Board of Supervisors of  
Door County:

The following is the Annual Report of the Clerk of Circuit Court's office  
from January 1, 2006 through December 31, 2006.

Respectfully submitted,

Nancy Robillard  
Clerk of Circuit Court

## **CLERK OF COURT and STAFF:**

**NANCY ROBILLARD**, Clerk of Court

**VIRGEAN OSTRAND**, Deputy Clerk III  
Civil and Jury

**LAURIE SCHLAEFER**, Deputy Clerk II  
Criminal & Exhibits Clerk

**KAREN LAMBECK**, Deputy Clerk II  
Criminal Clerk

**CHERYL JOME**, Deputy Clerk II  
Collections & Back-up Traffic  
Clerk

**NORMA UECKER**, Deputy Clerk I  
Family & Back-up Small  
Claims Clerk (Part time)

**KIM VALLEY**, Deputy Clerk I  
Traffic Clerk/Receptionist



## **CLERK OF CIRCUIT COURT OFFICE**

The office of the Clerk of Circuit Court, also known as the Clerk of Court, is a constitutional office. The electorate of Door County elects the Clerk.

The duties of this office are varied. It is the responsibility of the Clerk of Court to keep records of all civil, small claims, family, traffic and criminal actions filed in Door County Circuit Court.

In a civil action the clerk's office records all documents filed in regard to the action as it progresses and upon the completion of the action the final disposition of the case.

In a criminal case the clerk's office records all information and correspondence received for each case, including the charge filed, the statute alleged to be violated and the circumstances surrounding the charges. Once the case has concluded, the clerk's office is responsible for processing the final judgment and providing copies to all agencies involved in the disposition.

In divorce and paternity actions this office is responsible for maintaining all information and correspondence received on each case and provide copies to all necessary agencies when required.

The respective clerk keeps minutes, which include all proceedings in open court showing all motions and orders made in the progress of each hearing. Also the clerk records the names of any witnesses sworn in, the names of the bailiff and juror's selected if it is a jury trial, and the verdict of the jury when returned. The clerk must keep all exhibits entrusted in the court actions and only upon order of the Court may exhibits be released at the conclusion of an action or trial.

Prospective juror lists are maintained in the Clerk of Courts office. Jurors are regularly summoned by letter for each prospective jury trial in which they are to serve.

Mechanics, Condo & Construction Liens, Judgments and Wisconsin Delinquent Income Tax Warrants are filed in this office. The Clerk also issues Executions and Writs of Assistance, and issues and signs subpoenas. The Clerk of Courts office processes passports for travel in foreign countries.

The Clerk of Court keeps traffic and forfeiture records, and collects all fines and costs associated with them. At the end of each month these monies are turned over to the County and City Treasurers along with a Suit Tax Report (ST-83) to the State Department of Administration, State Treasurer and County Treasurer.

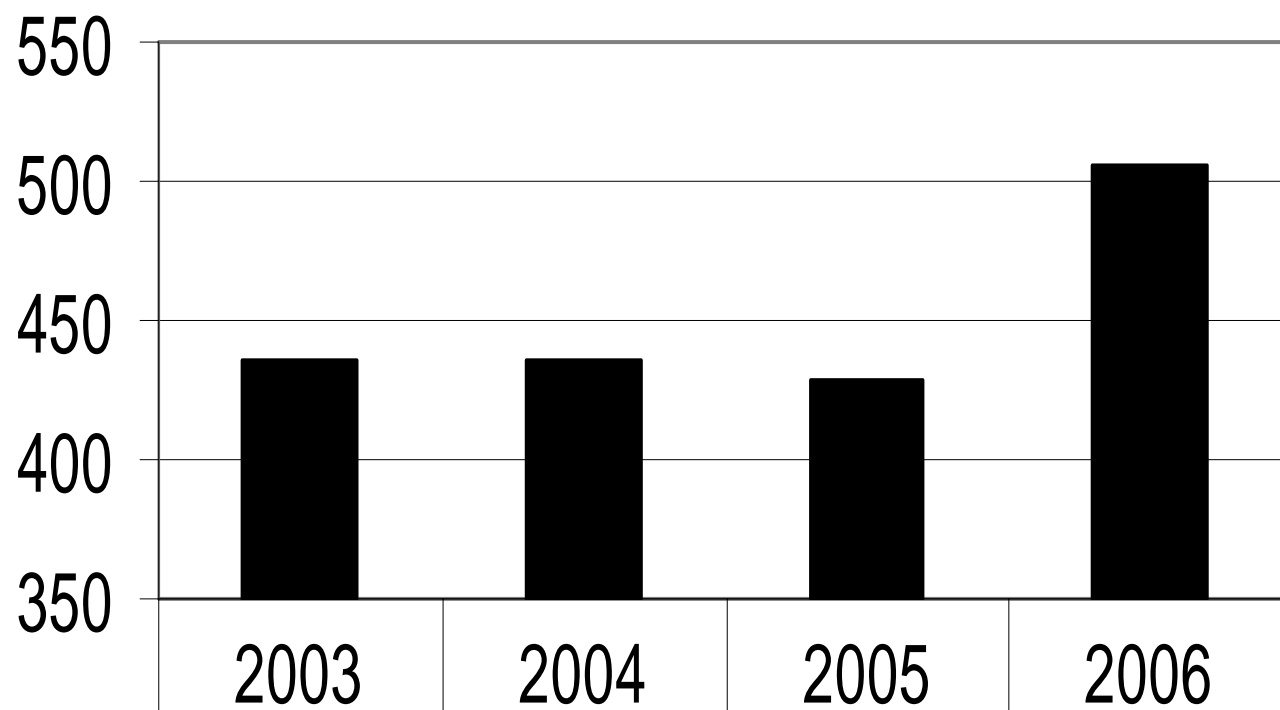
# ***PASSPORTS***



PASSPORTS				
YEAR	2003	2004	2005	2006
PASSPORTS	436	436	429	506

The Clerk of Courts office processes passport applications. They are then forwarded to a Federal passport agency for issuance of the actual passport. There is a charge of \$97.00 for adults, \$82.00 for children under 14 and the county retains \$30.00 of this fee. This amounted to over \$15,180 for the county.

# PASSPORTS



■ PASSPORTS

436

436

429

506

# ***JURY TRIALS 2006***



TOTAL NUMBER OF JURY TRIALS .....	16
TOTAL NUMBER OF TRIAL DAYS .....	27
JURORS PER DIEM PAYMENT .....	\$20,235.00
JURORS MILEAGE PAYMENTS .....	\$7,605.21
MEALS, MOTELS & MISC. EXPENSES .....	\$8,534.71
BAILIFF PER DIEM PAYMENTS .....	\$3,151.40
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<b>TOTAL JUROR PAYMENTS .....</b>	<b>\$39,526.32</b>



# JURY TRIALS

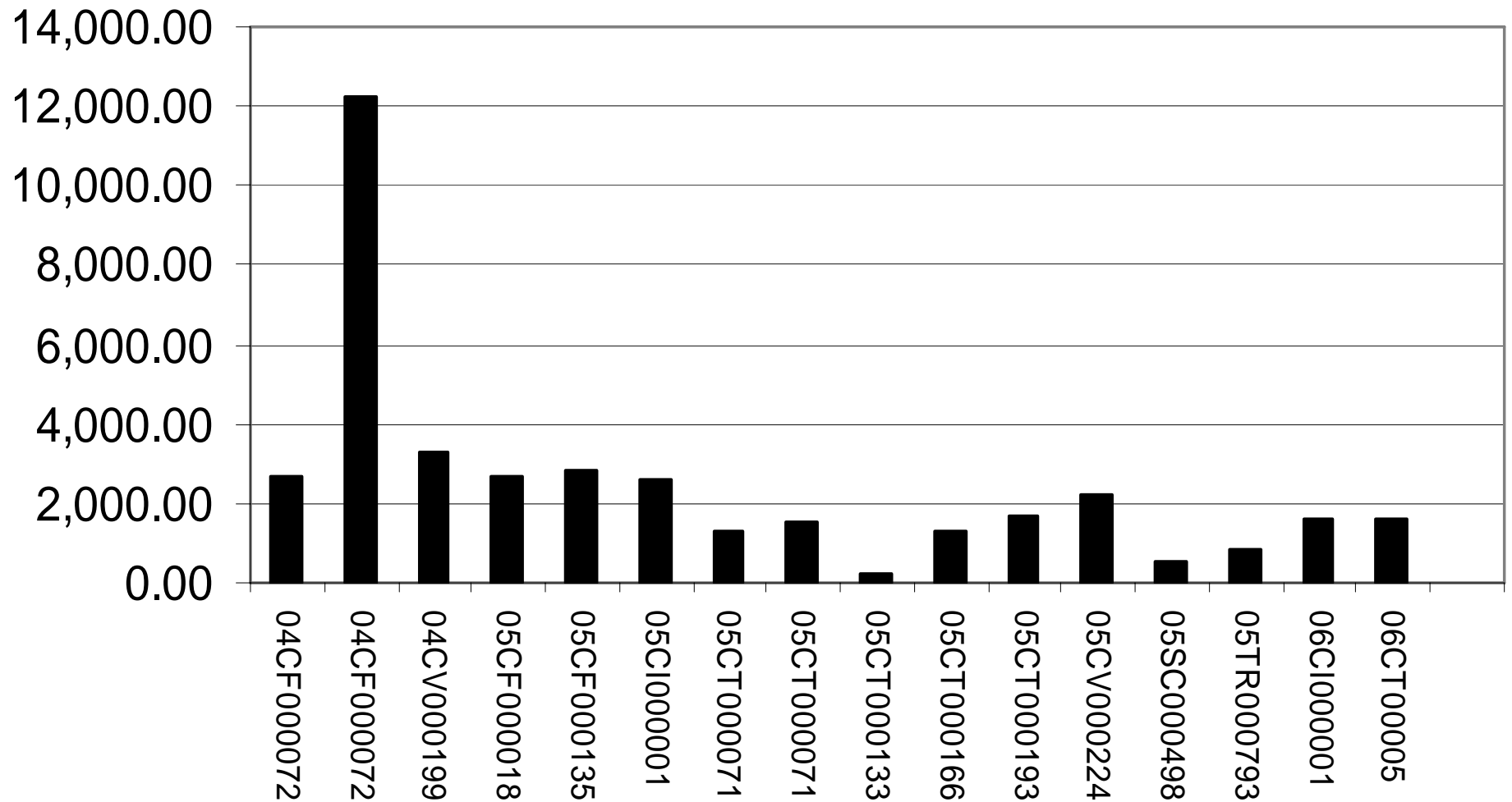
THERE WERE THIRTEEN JURY TRIALS HEARD IN DOOR COUNTY IN 2006 THE FOLLOWING IS A LIST INDICATING WHICH JUDGE HANDLED THE CASES.

DATE	# OF DAYS	CASE #	CASE TYPE	JUDGE – The HONORABLE:
01/18/06	3	04-CV-199	CIVIL	PETER C. DILTZ
01/30/06 & 01/31/06	2	05-CF-18	CRIMINAL FELONY	D. TODD EHLERS
02/14/06 & 02/15/06	2	05-CI-01	INMATE COMMITTMENT	PETER C. DILTZ
03/06/06	1	04-CF-72	CRIMINAL FELONY	D. TODD EHLERS
04/18/06	1	05-SC-498	SMALL CLAIMS	PETER C. DILTZ
04/28/06 THRU 05/05/06	7	04-CV-072	CRIMINAL FELONY	D. TODD EHLERS
05/16/06	1	05-CT-71	CRIMINAL TRAFFIC	D. TODD EHLERS
05/24/06	1	05-TR-793	TRAFFIC	PETER C. DILTZ
05/30/06	1	05-CT-166	CRIMINAL TRAFFIC	D. TODD EHLERS

**JURY CONTINUED**

<b>DATE</b>	<b># OF DAYS</b>	<b>CASE #</b>	<b>CASE TYPE</b>	<b>JUDGE – The HONORABLE:</b>
<b>07/26/06</b>	<b>2</b>	<b>05-CV-224</b>	<b>CIVIL</b>	<b>PETER C. DILTZ</b>
<b>08/15/06</b>	<b>1</b>	<b>05-CT-133</b>	<b>CRIMINAL TRAFFIC</b>	<b>PETER C. DILTZ</b>
<b>08/24/05</b>	<b>1</b>	<b>05-TR-654</b>	<b>TRAFFIC</b>	<b>D. TODD EHLERS</b>
<b>08/22/06</b>	<b>1</b>	<b>06-CT-05</b>	<b>CRIMINAL TRAFFIC</b>	<b>PETER C. DILTZ</b>
<b>09/05/06</b>	<b>1</b>	<b>05-CT-071</b>	<b>CRIMINAL TRAFFIC</b>	<b>D. TODD EHLERS</b>
<b>09/12/06 THRU 09/14/06</b>	<b>3</b>	<b>05-CF-135</b>	<b>CRIMINAL FELONY</b>	<b>D. TODD EHLERS</b>
<b>11/06/06</b>	<b>1</b>	<b>06-CI-01</b>	<b>INMATE COMMITMENT</b>	<b>D. TODD EHLERS</b>
<b>11/28/06</b>	<b>1</b>	<b>05-CT-193</b>	<b>CRIMINAL TRAFFIC</b>	<b>D. TODD EHLERS</b>

## Per Diem & Mileage Costs per Jury Trial



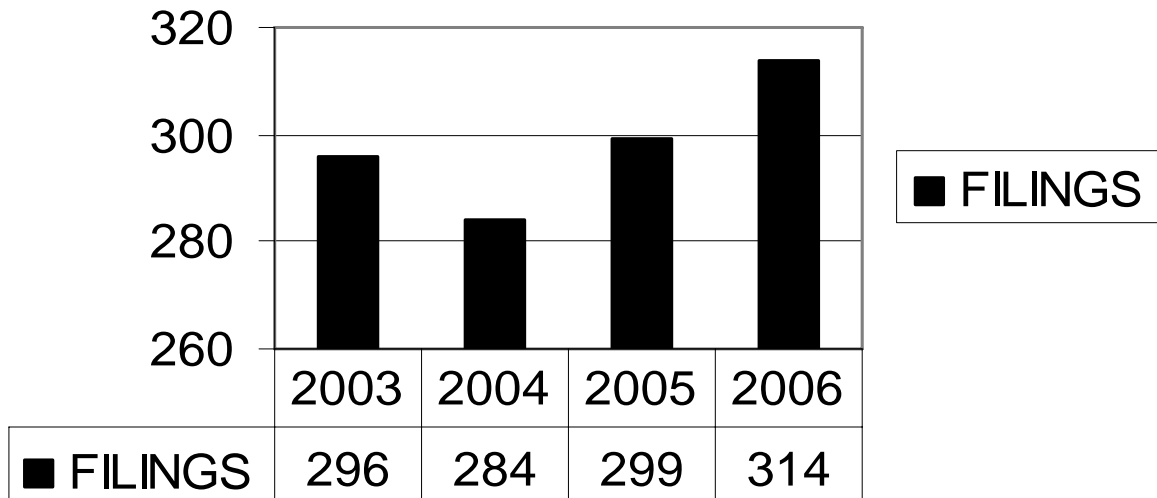
# FILINGS



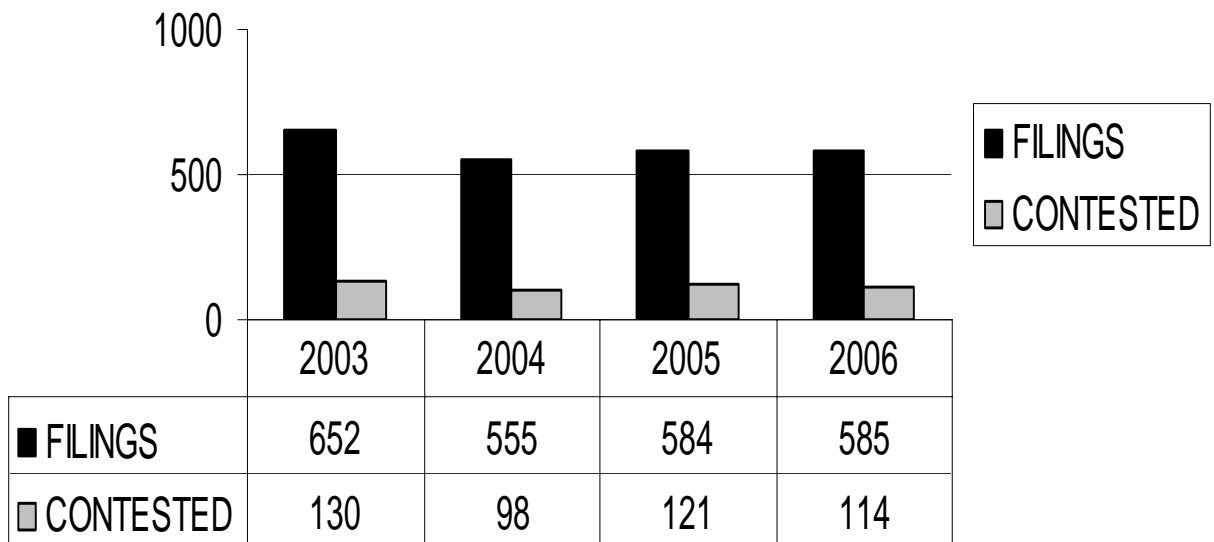
## DOOR COUNTY CLERK OF COURT YEARLY CASE FILINGS

YEAR	2003	2004	2005	2006
CIVIL	296	284	299	314
SMALL CLAIMS	652	555	584	585
Contested	130	98	121	114
FELONY	153	172	168	178
MISDEMEANOR	368	362	361	345
CRIMINAL TRAFFIC	162	222	206	196
FAMILY/PATERNITY	215	188	175	202
TRAFFIC CITATIONS	4110	3687	3537	4008
Contested	477	424	452	466
FORFEITURES	910	965	964	909
Contested	126	170	166	114
<b>TOTAL FILINGS</b>	<b>7599</b>	<b>6375</b>	<b>6276</b>	<b>6637</b>

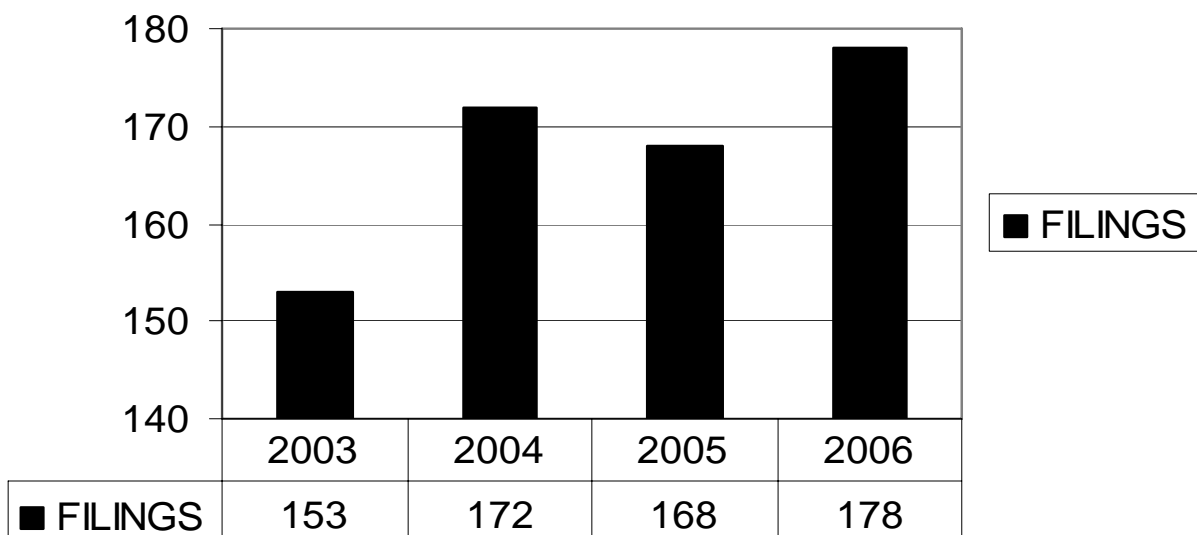
## CIVIL FILINGS



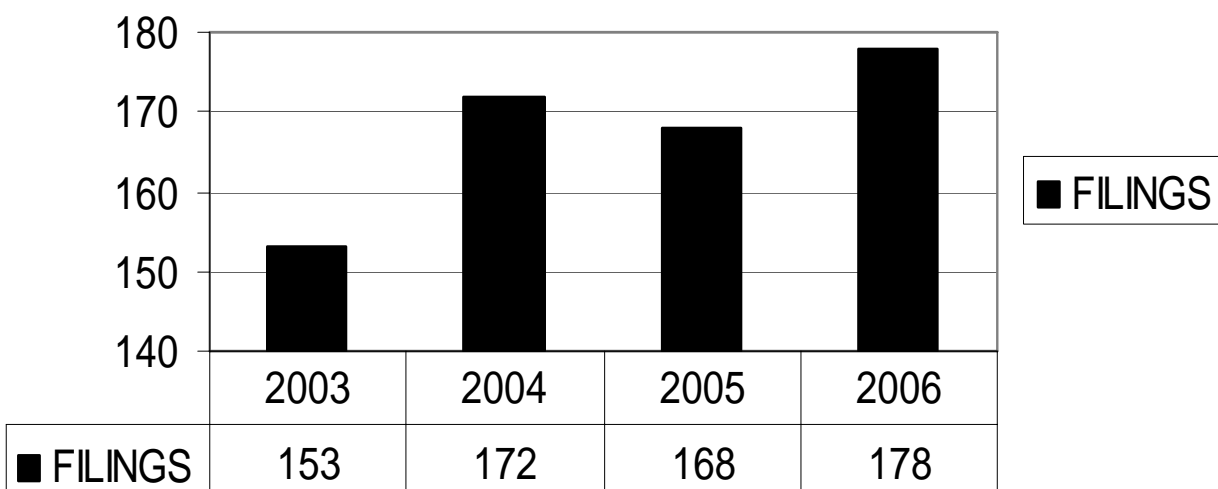
## SMALL CLAIMS FILINGS FROM 2003 - 2006



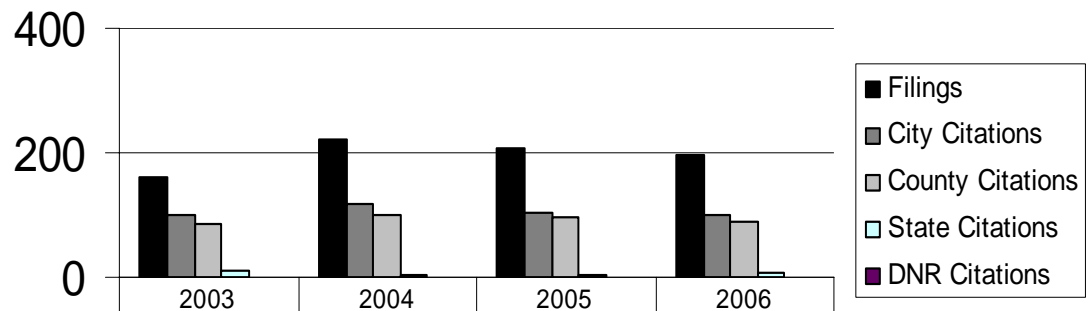
## FELONIES FILED FROM 2003 - 2006



## MISDEMEANORS FILED FROM 2003 - 2006

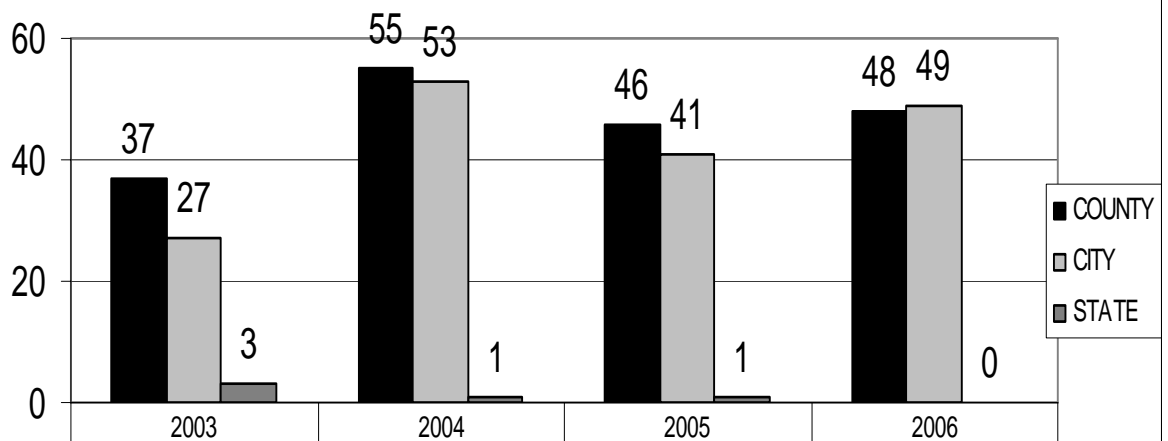


## CRIMINAL TRAFFIC - FILED FROM 2003 - 2006



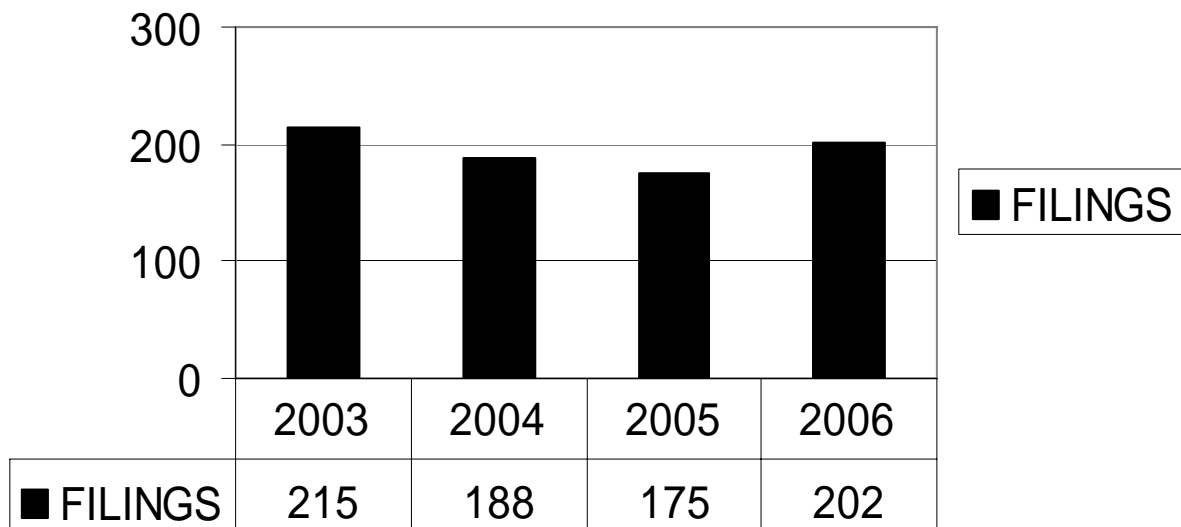
	2003	2004	2005	2006
Filings	162	222	206	196
City Citations	99	118	103	100
County Citations	85	100	97	90
State Citations	12	4	5	6
DNR Citations	1	0	1	0

## 2nd OFFENSE OR GREATER OWI CITATIONS

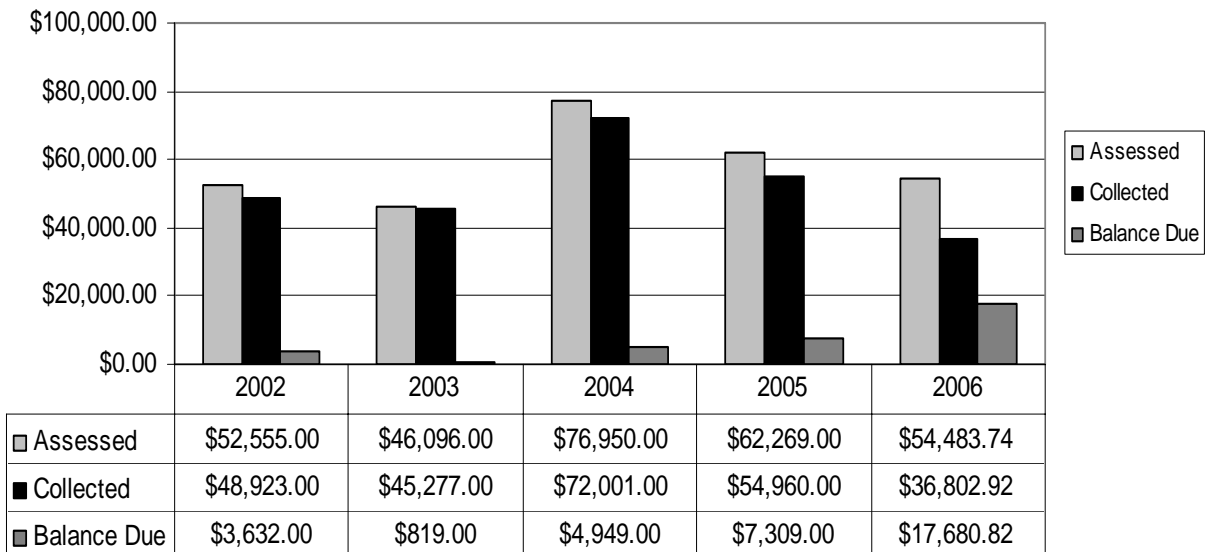


	2003	2004	2005	2006
COUNTY	37	55	46	48
CITY	27	53	41	49
STATE	3	1	1	0

### FAMILY & PATERNITY FILINGS FROM 2003 - 2006



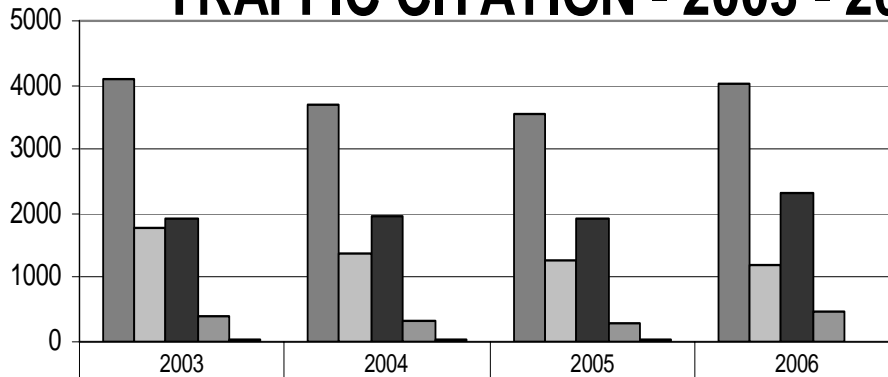
### GAL FEES ASSESSED AND REIMBURSED TO COUNTY



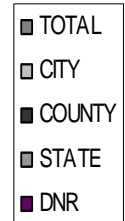
As a general rule, most of the GAL fees are also reimbursed to the county from the state.



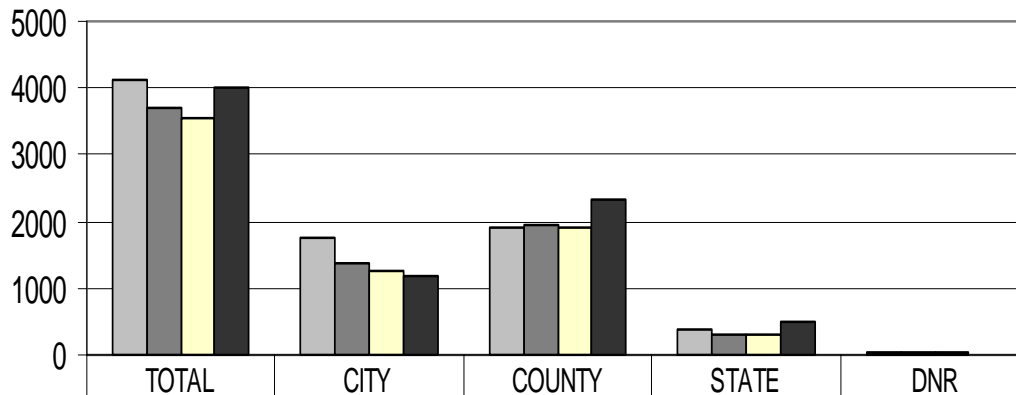
## TRAFFIC CITATION - 2003 - 2006



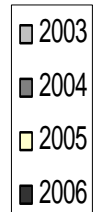
TOTAL	4110	3687	3537	4008
CITY	1760	1380	1267	1191
COUNTY	1926	1952	1921	2319
STATE	393	317	301	485
DNR	31	38	48	13



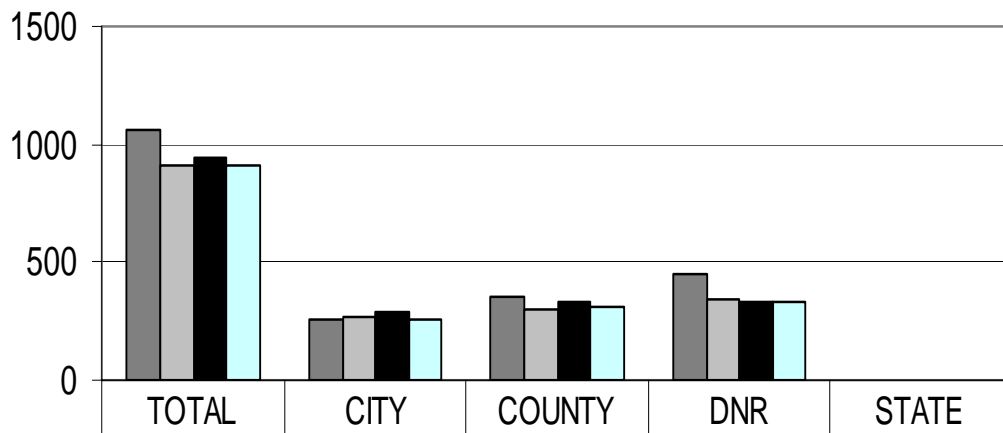
## TRAFFIC CITATIONS 2003-2006 BY ISSUING AGENCY



2003	4110	1760	1926	393	31
2004	3687	1380	1952	317	38
2005	3537	1267	1921	301	48
2006	4008	1191	2319	485	13



# FORFEITURES FILED FROM 2003 - 2006



2003	1065	262	351	452	
2004	910	269	297	344	
2005	946	285	331	328	
2006	909	262	314	331	2

<b>FEES AND FINES COLLECTED BY CLERK OF COURT PAID TO COUNTY TREASURER, 2006</b>			
	2004	2005	2006
<b>JANUARY</b>	\$ 67,937.12	\$ 69,978.82	\$ 64,202.81
<b>FEBRUARY</b>	\$ 78,194.52	\$ 92,117.59	\$ 88,349.21
<b>MARCH</b>	\$ 96,990.32	\$ 106,368.12	\$ 98,434.96
<b>APRIL</b>	\$ 84,559.96	\$ 79,343.19	\$ 88,128.21
<b>MAY</b>	\$ 74,750.13	\$ 81,297.52	\$ 106,541.28
<b>JUNE</b>	\$ 107,372.84	\$ 87,147.49	\$ 101,655.48
<b>JULY</b>	\$ 115,236.85	\$ 119,464.25	\$ 116,182.32
<b>AUGUST</b>	\$ 117,554.92	\$ 105,784.09	\$ 130,898.12
<b>SEPTEMBER</b>	\$ 112,015.42	\$ 96,587.91	\$ 101,657.00
<b>OCTOBER</b>	\$ 110,585.12	\$ 103,362.18	\$ 102,150.41
<b>NOVEMBER</b>	\$ 99,164.87	\$ 82,188.78	\$ 119,198.81
<b>DECEMBER</b>	\$ 87,242.38	\$ 67,819.49	\$ 86,288.38
<b>CITY FINES PAID</b>	\$ 87,115.93	\$ 68,575.20	\$ 69,137.02
<b>TOTALS</b>	<b>\$1,238,720.38</b>	<b>\$1,160,034.63</b>	<b>\$1,272,284.01</b>

**2006**

**SHARE OF FINES PAID TO  
CITY TREASURER**

**\$ 69,137.02**

**SHARE OF FINES SENT  
TO STATE**

**\$ 844,604.56**

**SHARE OF FINES RETAINED BY  
COUNTY**

**\$ 359,082.43**

**SUBTOTAL**

**\$1,272,824.01**

**OTHER FEES AND COLLECTION  
TO COUNTY**

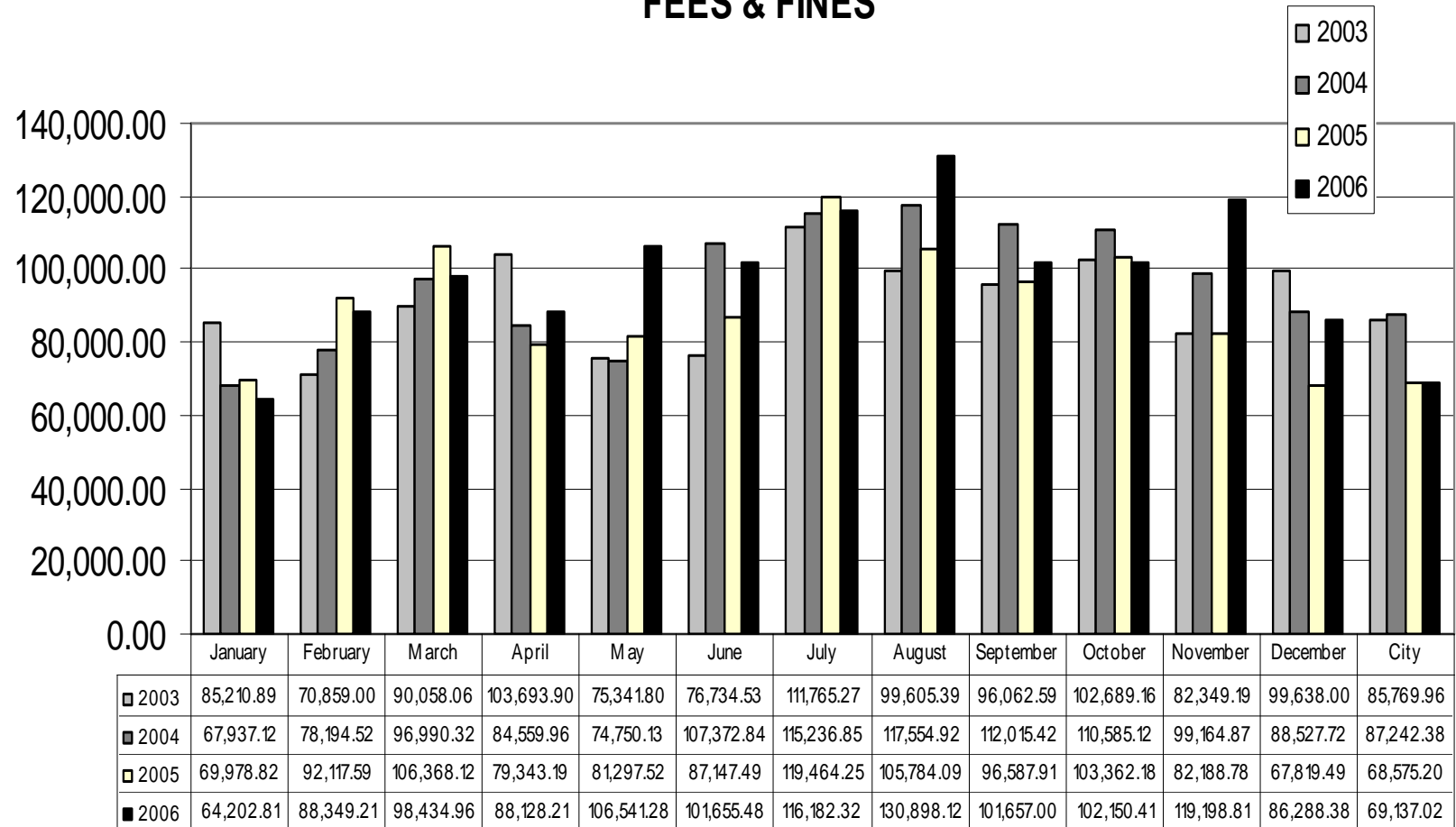
**\$ 181,707.51**

**TOTAL FUNDS DISBURSED**

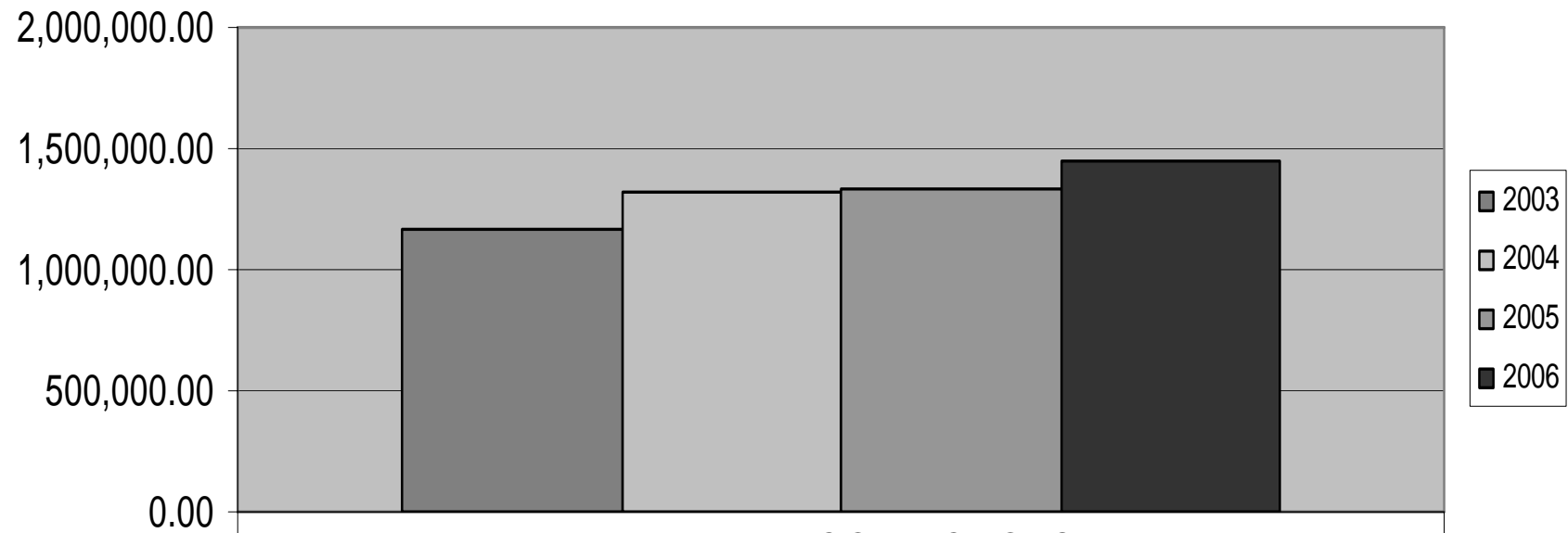
**\$1,454,531.52**



## FEES & FINES

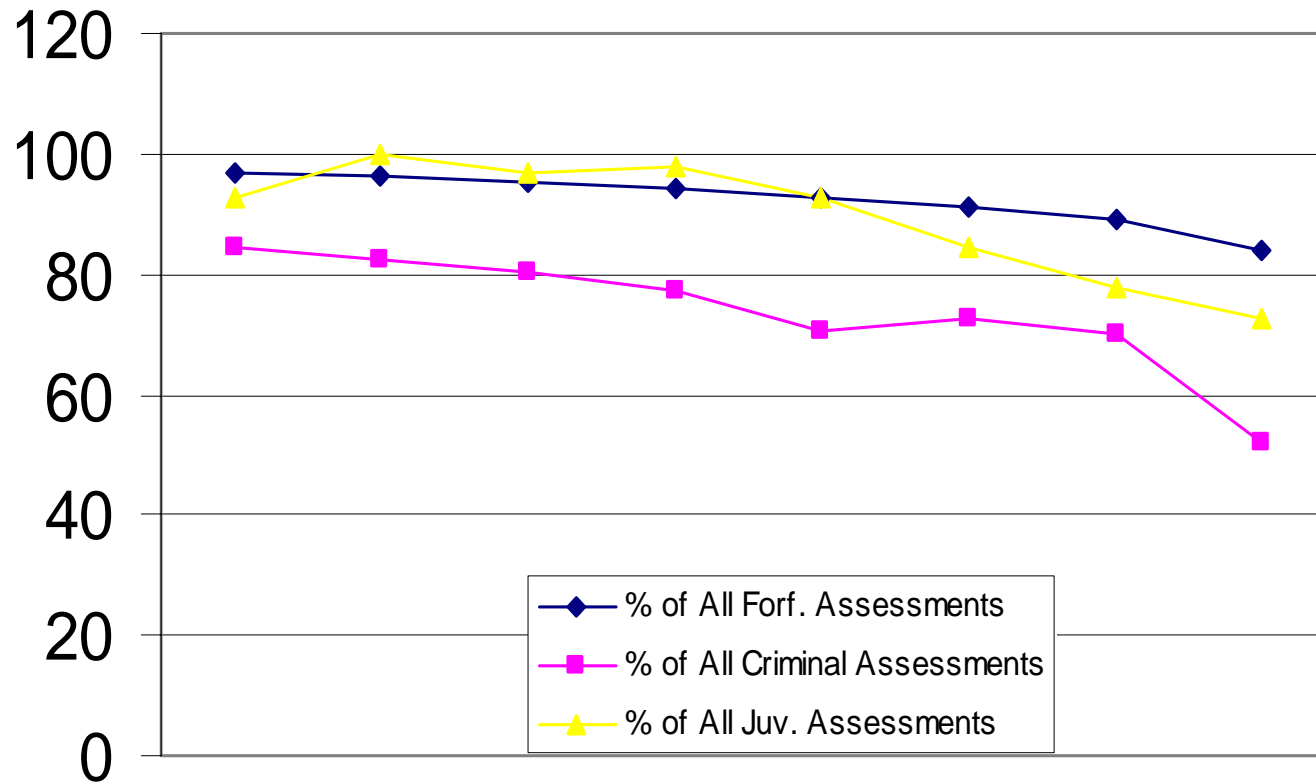


## FINES & FEE COLLECTIONS FROM 2003 - 2006



■ 2003	1,168,667.46
■ 2004	1,315,750.98
■ 2005	1,328,078.62
■ 2006	1,454,531.52

## COLLECTION REPORT 1999 - 2006



	1999	2000	2001	2002	2003	2004	2005	2006
◆ % of All Forf. Assessments	96.68	96.49	95.41	94.44	92.78	91.16	89	84.18
■ % of All Criminal Assessments	84.23	82.45	80.29	77.24	70.7	72.6	69.84	51.85
▲ % of All Juv. Assessments	92.53	100	96.63	97.73	92.94	84.64	77.57	72.46

Door County Circuit Court  
General Collections Detail for all Years  
As of 02-28-2007 at 02:52 pm

1	Total Amount Assessed	1,308,021.73			
2	Total Amount Adjusted (excluding collection adjustments)	-1,376.81			
3	Total Amount Assessed (minus amount adjusted)	1,306,644.92	1,306,644.92		
4	Total Paid		187,787.71		
5	Total Amount Turned Over		1,118,857.21	1,118,857.21	
6	Total Turned Over and Taken Back in same Quarter			114,283.26	
7	Total Turned Over and Taken Back in later Quarter			51,602.86	
8	Net Total Amount Turned Over			952,971.09	952,971.09
9	Potential Collection Agency Share				262,610.95
10	Potential County Share				690,360.14
<hr/>					
11	Total Collected by Collection Agency		419,355.98		
12	Collection Agency Share	110,429.05			
13	County Share	308,926.93			
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14	Total Collected by County		151,059.71		
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15	% of Total Amount Assessed Collected by County - minus amount adjusted excluding collection adjustments [(Row 14/Row 3) x 100]				11.56%
16	% of Total Amount Assessed Collected by Agency - minus amount adjusted excluding collection adjustments [(Row 11/Row 3) x 100]				32.09%
	% Outstanding A/R [ 100 - Row 15 - Row 16 ]				56.35%
	% of Net Total Amount Turned Over Collected by Agency - including potential agency share [(Row 11/Row 8) x 100]				44.01%
	Percentage of Total Collected:				
	Collected by County [(Row 14/(Row 11 + Row 14)) x 100]				26.48%
	Collected by Agency - including collection adjustments [(Row 11/(Row 11+Row 14)) x 100]				73.52%



Door County Circuit Court  
General Tax Intercept Detail for All Years  
As of 03-01-2007

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Debts Turned Over	1910
Debts Taken Back or Rejected	188
Debts Intercepted	508
% Taken Back or Rejected	9.84%
% Intercepted	29.50%
Amount Turned Over	1,033,359.57
Amount Taken Back or Rejected	74,358.66
Amount Intercepted	117,479.99
% Amount Taken Back or Rejected	7.20%
% Amount Intercepted	12.25%

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